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31 July 1951

MEMORANDUM FOR: Deputy Director, Administration

SUBJECT: Space

1. Minimum space requirements for the overt offices now housed in M and Q Buildings will be, on 1 July 1952:

OCD Requirements.....	57,600
OER Requirements.....	51,540
OCT Requirements.....	45,240
OBI Requirements.....	20,002
	<u>174,382</u>

2. Total usable space in M and Q Buildings is put at 122,000:

Space required.....	174,382
Available MAQ.....	<u>-122,000</u>
Deficit	52,382

3. Gross space available in Riverside Stadium is estimated at 49,895, but this space is indented by a large oval skating rink sunk below the surrounding floor level and surrounded by a railing. If the floor level is brought level with the surrounding area by temporary construction, and the railing removed, we will have an estimated 42,114 square feet of usable space in the Stadium. It is desirable that this be done, as there will be a considerable loss in effective space if desks and office equipment must be rearranged in conformity with the oval area.

4. Assuming that this is done, and that we have full effective use of the available space, the Stadium will fall short of providing OCD with the total which it will require on 1 July 1952:

OCD Requirement.....	57,600
Stadium (maximum).....	<u>-42,114</u>
Deficit	15,486

5. Certain small elements of OCD should remain in M and Q Buildings for functional reasons. They are:

Reading Room.....	2,240
Cable Deck.....	800
Top Secret Control....	600
Assistant Director....	600
Administrative Staff..	600
Operations Staff.....	<u>120</u>
	5,040

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25X1

6. Space then available in H and Q Buildings for the other three offices will be:

Available M2Q.....	122,000
CCD.....	- 5,760
Net available	116,240

7. This compares with the space required as follows:

ONR Requirements.....	54,510
CCF Requirements.....	45,210
CSI Requirements.....	30,002
	129,722

8. It is apparent that the above arrangements, which seem the best that can be worked out, will leave all four offices with small deficits.

9. CCD's deficit, from paragraphs 4 and 5 above, will be:

Stadium deficit.....	15,486
Held in M2Q.....	- 5,760
Net deficit	9,726

10. The combined deficit of the other three offices, from paragraphs 6 and 7 above, will be:

Requirements.....	129,722
Net available.....	-116,240
Net deficit	13,542

11. Whether or not these relatively small deficits will actually arise to plague us by 1 July 1952 depends upon recruitment, clearances, and other factors. It is my opinion that we had better accept them for planning purposes, and do the best we can to cope with them.

12. It is recommended that we go ahead with the Stadium deal, and that we make the best possible use of the space so obtained even though it costs us something to raise the rink floor and remove the railing. It should not be forgotten that all alternatives suggested to date would have cost us far more than any likely expenditure in the Stadium and that, to boot, they'd have involved us in political difficulties which are happily absent from the Stadium deal. It would be poor economy to forgo the use of available space in the Stadium, and then be thrown back on the alternatives which all have agreed are unsatisfactory.

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